



Clark County Shooting Complex Advisory Committee

NOTICE OF PUBLIC MEETING

REVISED AGENDA

Date: Thursday, July 30, 2015 ~ Time: 2:00 p.m.

"The building is accessible to individuals with disabilities. With forty-eight (48) hour advance request, a sign language interpreter may be made available by calling 455-3530 or TDD 385-7486 or Relay Nevada toll free 800 326-6868, TD/TDD."

MEMBERS:

Neil Dille
Scott Lofgren

David Famiglietti
Ron Lurie

Frank Fopiano
Martin Olson

I. CALL TO ORDER:

Please silence all cellular phones and pagers.

Notice: agenda of a meeting of the Clark County Shooting Complex Advisory Committee, scheduled for July 30, 2015, at 2:00 pm., held at the Clark County Shooting Complex Education Center, room C & D, was posted per Open Meeting Law requirements at the following locations:

Clark County Government Center Lobby

Clark County Web site: <http://www.clarkcountynv.gov>

Regional Justice Center

Paradise Community Center

Desert Breeze Community Center

Winchester Community Center

Clark County Shooting Complex (Range Office, Shotgun Center, Rifle-Pistol Center)

II. PLEDGE OF ALLEGIANCE

III. ROLL CALL OF BOARD MEMBERS

IV. PUBLIC COMMENT:

This is a period devoted to comments by the general public about items on this agenda. If you wish to speak to the Board about items within its jurisdiction but not appearing on the agenda, you must wait until the "Comments by the General Public" period listed at the end of this agenda. Comments will be limited to three minutes. Please step up to the speaker's podium, clearly state your name and address and please spell your last name for the record. If any member of the Board wishes to extend the length of a presentation, this will be done by the Chairman, or the Board, by majority vote.

V. ORGANIZATIONAL ITEMS:

- Approval of today's agenda
- Appointment of Chairman, Vice Chairman & Recording Secretary
- Set future meeting dates, times & location

VI. STAFF REPORTS:

- Shooting Complex Briefing
 - Financial Report FY15
 - Summation of previous 120 days of Shooting Complex activities- Steve Carmichael
 - Event Attendance** (Highlights- February 9 – July 15, 2015)
 - Ducks Unlimited Continental Sporting Clays Event (2/12-2/15, 2015) 480
 - Wednesday Evening Spring Trap League- 12 weeks, 130
 - Thursday Evening Spring Rimfire League- 10 weeks, 50
 - Corporate Challenge Range Event (March 22) 195
 - Nevada State Trapshooting Championships (April 1-5) 210 (138,500 clays)
 - Corporate Challenge Trap & Skeet Event (April 19) 275
 - 2015 U.S. Open Youth Clayshooting Championship (July 7-11) 536
 - Multiple Corporate Sporting Clays Events and Lhoist Skeet Event



Clark County Shooting Complex Advisory Committee

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Upcoming Events (July 15, 2015 – September 30, 2015)

- Thursday Evening Fall Rimfire League- September 3
- Wednesday Evening Fall Trap League- September 8
- Thursday Evening Fall Trap League- September 9
- Multiple Corporate Sporting Clays Events

VII. COMMITTEE MEMBER'S DISCUSSION ITEMS:

- Review and Amend By-Laws according to Charter for new Advisory Board
(Existing By-Laws attached) Attachment A
(Proposed By-Laws attached) Attachment B
(New Charter Attached) Attachment C

VIII. ACTION ITEMS: (for possible action)

- Amendment of Existing Bylaws

IX. CORRESPONDENCE:

- None

X. PUBLIC COMMENT / COMMUNITY CONCERNS:

Comments by the General Public:

A period devoted to comments by the general public about matters relevant to the Boards jurisdiction will be held. No vote may be taken on a matter not listed on the posted agenda. Comments will be limited to three minutes. Please step up to the speaker's podium, clearly state your name and address and please spell your last name for the record. If any member of the Board wishes to extend the length of a presentation, this will be done by the Chairman or the Board by majority vote.

Reasonable efforts will be made to accommodate physically handicapped persons desiring to attend this meeting.
Contact Betty-jane Kuhlendahl at (702) 455-2002 in advance so that arrangements may be made.
No vote may be taken on any matter not listed on the posted agenda.

XI. NEXT MEETING DATE ~ TBD

XII. ADJOURNMENT

Dated: July 23, 2015

STEVE CARMICHAEL

Sr. Program Administrator, Clark County Shooting Complex

SC: bk

Clark County Board of Commissioners:

Steve Sisolak, Chair *, Larry Brown III, Vice-Chair * Tom Collins
Lawrence Weekly * Chris Giunchigliani * Susan Brager * Mary Beth Scow
Don Burnette, County Manager

BY-LAWS
CLARK COUNTY SHOOTING COMPLEX ADVISORY COMMITTEE

SECTION I: NAME

The name of this Committee is the Clark County Shooting Complex Advisory Committee, hereinafter referred to as the "Committee".

SECTION II: PURPOSE

The Committee serves in an advisory capacity to the Shooting Complex Manager, Parks and Recreation Director, County Manager, and Board of County Commissioners in promoting, aiding and encouraging public recreational shooting; and further development of the facility.

SECTION III: MEMBERSHIP

- A. The Committee consists of twelve members, each of which represents a specific area of skill and expertise as listed adjacent to each member's name below, and as appointed by the Board of County Commissioners.

Archery	Kevin Kelley
General Public	Charles Burnett
Government Entities	Martin Olson
Grants and Fundraising	Linda Lane
Law Enforcement	Eric Loden
Marketing and Promotions	Ron Lurie
Nevada Department of Wildlife	Robert Gaudet
Programming and Development	Art Dixon
Retail	Scott Lofgren
Rifle-Pistol	Myron Martin
Shotgun & Sporting Clays	Neil Dille
Volunteers	Roy D. Clark

- B. The term of each member shall commence at the next Advisory Committee meeting following the appointment by the Board and shall expire on February 28, 2015.
- C. Should a Committee member relocate, and no longer reside in Clark County, resign or otherwise vacate the Committee position, his or her membership shall automatically expire.
- D. Any Committee member who compiles more than three consecutive unexcused absences, or attends less than seventy-five percent of the regularly scheduled meetings within a calendar year, shall be considered to have resigned.
- E. Excused absences are defined as absences due to illness of a member or a member's family, employment related activities, or other instances as approved by the Chair on a case-by-case basis. Notifications of absences are to be made to the ex-officio secretary of the Committee.
- F. Vacancies of committee members occurring otherwise than through the expiration of term must be filled for the unexpired term by a Committee member as appointed by the Board of County Commissioners.

SECTION IV OFFICERS

The Committee shall elect a Chairman and Vice-Chairman from its members at the meeting following re-chartering and reappointment by the Board of County Commissioners each year. There is no minimum or maximum limit on the number of times a member may serve as Chairman or Vice-Chairman.

- A. The Chair shall preside at all meetings, call meetings, and review and approve the agenda for meetings.
- B. The Vice Chair shall act as Chair and perform those duties in the absence or abstention of the Chair.
- C. The County Manager, or the County Manager's designee, shall serve as the ex-officio secretary of the Committee.

SECTION V POWERS AND DUTIES

- A. The powers and duties of the Committee shall include, but not be limited to, the following:
 - 1. Hold forums and meetings to promote the exchange of information.
 - 2. Obtain public input.
 - 3. Review and compile information.
 - 4. Organize subcommittees.
 - 5. Propose amendments to the Board of County Commissioners to amend these bylaws, or adopt such administrative rules as deemed necessary for the efficient conduct of Committee business.
 - 6. Act as an Advisory Committee to the Shooting Complex Manager, County Manager and/or his/her designees, and the Board of County Commissioners.
 - 7. Represent the public point of view to the elected officials.
 - 8. Provide input regarding facility design components, programming, fundraising and promotion of the Shooting Complex as appropriate.
 - 9. Act as an advocate for the Shooting Complex by encouraging citizen participation in Shooting Complex events, programs, services and volunteer opportunities
 - 10. Develop recommendations for design criteria, program development, marketing and fundraising efforts for the Shooting Complex.
 - 11. Submit an annual written report of findings to the BCC.
- B. The Committee may request, through County Management, that County staff members attend meetings.

SECTION VI MEETINGS

- A. Regular meetings of the Committee shall be held monthly on the third Tuesday at 6:30 p.m. with meeting locations to be determined by the Committee by vote of its members.
- B. All meetings shall be properly noticed, posted and conducted according to the open meeting law requirements in Nevada Revised Statutes 241.
- C. Seven members constitute a quorum for any action to be taken by the Committee, except amendments to these by-laws.
- D. The Chair is a voting member.

- E. The majority vote is at least one vote more than half the members present and entitled to vote, excluding abstentions, at a meeting where a quorum is present.
- F. A two-thirds vote is a vote of at least two-thirds of the entire membership for the board entitled to vote, excluding abstentions.
- G. Special meetings may be called as directed by:
 - 1. the Chair;
 - 2. the majority vote of a quorum at a meeting;
 - 3. the request of a majority of the members;
 - 4. the County Manager, or his/her designee.
- H. Action on routine motions, resolutions, and recommendations requires a majority vote of a quorum of the members present, excluding abstentions.

SECTION VII AGENDA

- A. Matters to be considered by the Committee at any regular meeting must be submitted to County Management no later than 12:00 p.m. (noon) eleven (11) working days preceding the day of the meeting. The order of business on the agenda shall be adjusted at the discretion of County Management to conform to the urgency of the subject matter. If it is desired to transact business out of its order, it shall be necessary to suspend the rule, which can be done by a majority vote of the members present.
- B. At least three (3) working days prior to any regular meeting, County Management shall prepare and submit to the Committee members an agenda setting forth the matters to be considered at the meeting. The agenda submitted shall also be accompanied by copies of information as may be available such as monthly reports by venue, copies of staff reports and substantiating information and other matters to be considered at such meeting. Copies of the agenda and accompanying materials shall be made available to the public by 9:00 a.m. three (3) working days prior to any regular meeting. Agenda shall be posted at the Clark County Shooting Complex, Clark County Government Center, Clark County Courthouse, Paradise Community Center, Sunset Park Administrative Offices, and Clark County Parks and Recreation website. The agenda shall include the time, place and location of the meeting.

SECTION VIII PARLIAMENTARY AUTHORITY

- A. The rules contained in the current edition of Robert's Rules of Order Newly Revised shall govern the Committee in all cases where applicable and not inconsistent with these bylaws or any special Rules of Order the Committee may adopt.
- B. In the event of a conflict, the following order of priority shall prevail: governing ordinance, Bylaws, Special Rules, Robert's Rules of Order.

SECTION IX FILING WITH COUNTY CLERK

- A. The executed, original of the bylaws must be filed with the County Clerk within 10 calendar days of adoption by the Committee.
- B. Originals of the agenda, agenda backup items, certificate of posting, and certificate of mailing are to be filed with the office of the County Clerk within 10 calendar days after the meeting date.

- C. Executed original of the meeting minutes are to be filed with the office of the County Clerk within 10 calendar days of approval.

SECTION X AMENDMENTS OF BYLAWS

- A. Proposed amendments to the bylaws must be presented to the Committee through the regular agenda process at two consecutive meetings.
- B. Proposed amendments to these by-laws shall require a two-thirds vote as defined in Section VI (F) above.

Chair, Clark County Shooting Complex Advisory Committee

ATTEST:

Clark County Manager and/or his/her designee

BY-LAWS
CLARK COUNTY SHOOTING COMPLEX ADVISORY COMMITTEE
(PROPOSED)

SECTION I: NAME

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- B. The term of each member shall commence at the next Advisory Committee meeting following the appointment by the Board and shall expire on ~~February 28, 2015.~~ **June 30, 2015.**
- C. Should a Committee member relocate, and no longer reside in Clark County, resign or otherwise vacate the Committee position, his or her membership shall automatically expire.
- D. Any Committee member who compiles more than three consecutive unexcused absences, or attends less than seventy-five percent of the regularly scheduled meetings within a calendar year, shall be considered to have resigned.
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Chair, Clark County Shooting Complex Advisory Committee

ATTEST:

Clark County Manager and/or his/her designee

**CHARTER OF THE CLARK COUNTY, NEVADA
SHOOTING COMPLEX ADVISORY COMMITTEE**

Amended: April 7, 2015

I. NAME OF COMMITTEE: The Committee will be called the Clark County Shooting Complex Advisory Committee (Committee).

II. TYPE OF COMMITTEE: The Committee shall be an advisory committee authorized by the Board of County Commissioners (Board), Clark County, Nevada and will serve at the pleasure of the governing body.

III. PURPOSE: The Committee is created for the purpose of working with the Clark County Shooting Complex (Complex) to further its strategic priorities and shall limit its activities to advising on matters that directly concern the Complex. The Committee shall be responsible for:

- developing a comprehensive marketing plan
- preparing grant applications
- developing fundraising strategies
- identifying strategies for future capital development

IV. RELATIONSHIP OF COMMITTEE TO GOVERNING BOARD: It is the role and sole prerogative of the Board to enact policy. The Committee is expected to offer recommendations and to provide information relevant to policy.

V. MEMBERSHIP:

Composition: The Committee shall consist of no more than seven members with expertise and skill (i.e. marketing, entrepreneurial, legal, finance, grants & fundraising) to further the Complex's strategic priorities. Members will be selected and appointed by the Board.

Term: A term of membership shall last for one year. Members may be reappointed with Board approval.

VI. ORGANIZATIONAL STRUCTURE:

Officers: The Committee will have a Chair, Vice Chair, and Recording Secretary who are elected for one-year terms by the membership. Elections will be held at the first meeting of the new membership year.

VII. PROCEDURAL RULES:

By-Laws: The Committee will adopt a set of written By-laws at the first organizational meeting of the Committee. The By-laws govern committee operation. By-laws require a two-thirds vote for adoption or change.

Meetings: The Committee will meet at least four times per year. Written Notices of upcoming meetings will be e-mailed to members at least ten days before a meeting. Notices of public meetings will be in accordance with Nevada Open Meeting Law.

Minutes: Minutes of each meeting will be kept and posted on the Clark County website. Copies will be e-mailed to the Complex Administrator and Committee membership within two weeks after a meeting.

Recommendations and Reports: Committee recommendations and reports will be submitted in writing to the Board. Documents will include both suggested action and justification for suggestions.

Dismissal: Members who are absent without reasonable cause from three successive meetings will be considered to have resigned their seat. The Committee will move to fill the position for the remainder of the term.

- VIII. DURATION: The Committee's Charter and Authorization shall expire one year following appointment of Committee members, unless extended prior to the expiration date by approval of the Board.